

GREEN ACRES PROGRAM

New Jersey Department of Environmental Protection



LOCAL GOVERNMENT ASSISTANCE APPLICATION LAND ACQUISITION AND PARK DEVELOPMENT 2017

Green Acres Mission Statement

*To achieve, in partnership with others, a system of interconnected open spaces
the protection of which will preserve and enhance New Jersey's natural environment
and its historic, scenic, and recreational resources
for public use and enjoyment.*

GREEN ACRES PROGRAM

Mail Code 501-01

501 EAST STATE STREET, 1ST FLOOR

P.O. Box 420

TRENTON, NJ 08625-0420

TEL: (609) 984-0500; FAX: (609) 984-0608

www.NJGreenAcres.org

**NJDEP GREEN ACRES PROGRAM
LOCAL GOVERNMENT ASSISTANCE APPLICATION
LAND ACQUISITION AND PARK DEVELOPMENT**

TABLE OF CONTENTS

1.	General Information and Guidelines.....	1
2.	Local Government Application Form.....	6
3.	Development Application Checklist.....	9
4.	Acquisition Application Checklist.....	10
5.	Things to Be Done Checklist	11
5.	Project Reference Map Components.....	12
6.	Enabling Resolution.....	13
7.	Local Project Priority System.....	14
8.	Environmental Assessment Instructions.....	20
9.	Listing of Densely/Highly Populated Municipalities/Counties.....	21
10.	Listing of Urban Aid municipalities.....	23
11.	Recreation and Open Space Inventory (ROSI).....	24

**NJDEP GREEN ACRES PROGRAM
LOCAL GOVERNMENT ASSISTANCE APPLICATION
LAND ACQUISITION AND PARK DEVELOPMENT**

GENERAL INFORMATION AND GUIDELINES

Since 1961, the Green Acres Program has funded the acquisition of open space for recreation and conservation purposes, and the development of outdoor recreational facilities. The Green Acres Program remains committed to preserving New Jersey's natural, historic, and recreational resources statewide. We are pleased to be able to continue the tradition of partnering with local and county governments and nonprofit organizations to serve the people of our state.

The application deadline for our next funding round is February 15, 2017. Approvals will be made using funds available from the 2014 voter-approved referendum which became the Preserve New Jersey Act (P.L. 2016, C 12). If available, these funds will be supplemented with awards from federal programs such as the Land and Water Conservation Fund. Projects will compete against each other, and successful applications will be approved by the Garden State Preservation Trust. The demand for funding continues to greatly exceed Green Acres' available funding. Successful applications are normally approved subject to a cap, and often there is not sufficient funding to approve all eligible projects. Competition will be intense. **As a result, we will only consider funding requests from new applicants or from applicants who are making significant progress on previously approved projects.** In addition, we will only approve one project per applicant. (The only exception is that a local government may also submit an application for our new Stewardship grants, described below.) All interested applicants are encouraged to contact Green Acres *as early as possible* to discuss project eligibility, program priorities, and application procedures.

Over the years, Green Acres has adapted to meet changing conservation and recreation needs. We encourage applicants to consider projects that will address these current issues.

Kids Outdoors: Recognizing that children these days often have little connection to nature, and time spent outdoors has decreased, Green Acres funds open space acquisition and the development of outdoor recreation facilities that allow children and adults to explore nature, play games and sports, and get outside to have fun.

Sustainable Communities: Parks, recreation facilities and open spaces are important elements of a sustainable community and Green Acres funds projects that will improve the quality of life for the State's residents.

Resiliency: Preserved open space can reduce impacts from flooding by absorbing and retaining stormwater.

PROJECT ELIGIBILITY

Eligible land acquisition projects include, but are not limited to, the purchase of natural areas, historic sites, conservation areas, water bodies, and open space for active or passive recreation purposes. Funding assistance is also available for park development projects that result in increased public use and enjoyment of outdoor recreation areas.

Recreational facilities that may be funded include, but are not limited to, facilities that provide boating, fishing, swimming, outdoor games and sports, biking, picnicking, camping, or nature interpretation. Projects that will have a significant negative impact on the site's natural resources (such as excessive tree clearing) are ineligible. To be eligible, the local government unit must either own the land to be developed or have an irrevocable lease or use agreement (which must be reviewed and approved by Green Acres in advance) for a term of at least 25 years from the beginning of the project.

As you consider potential projects for Green Acres funding, please keep in mind that all proposals must demonstrate the following: consistency with established needs and planning objectives in local and state planning documents, such as the municipal/county Master Plan, New Jersey's 2013-2017 Statewide Comprehensive Outdoor Recreation Plan (a summary of which is available at http://www.state.nj.us/dep/greenacres/pdf/scorp_2013.pdf or upon request); an ability and commitment to maintain the proposed open space/outdoor recreation project; and public

input in the project planning process. Successful applications will reflect comprehensive environmental protection, effectively meet the public's open space needs, demonstrate cost effectiveness, and provide meaningful public access.

To ensure that proposals selected for Green Acres funding are those that best represent established open space/recreation priorities, we encourage you to discuss your proposal with land-use planning officials, recreation staff, environmental commissions, and other appropriate interest groups.

Local government units proposing to acquire property for future development, as well as applicants seeking development funds, should carefully analyze site suitability early in the open space/outdoor recreation planning process and prior to submitting applications to Green Acres. Site attributes, such as wetlands, dunes, endangered species, mature forested areas, or other significant natural resources, may define, limit or, in some instances, preclude development. Applicants are urged to seek assistance from Green Acres or another source to ascertain whether special approvals and permits may be associated with sites proposed for recreational development. Early awareness of possible site development limitations is integral to sound planning practices and often minimizes subsequent construction delays and constraints. Permit identification is required as part of all Green Acres development applications.

The Department encourages the local government unit to design and construct park development projects, especially any buildings, using sustainable design principles. These design principles include some of the following: the installation of equipment that results in water use reduction; the use of clean energy, renewable energy, and energy efficient technologies; the use of construction materials that include recycled content; and the use of materials that reduce exposure to indoor air contaminants. For guidance please refer to the US Green Building Council's (USGBCs) Leadership in Energy and Environmental Design (LEED™) Green Building Rating System for New Construction and Major Renovations Version 3.0 at www.usgbc.org or the ANSI/ASHRAE/USGBC/ISE, Standard 189.1 - 2009 for the Design of High Performance Green Buildings at www.ashrae.org/publications/page/927.

PROJECT RANKING

Applications for Green Acres funding are subject to a competitive ranking system. The Local Project Priority System measures the extent to which each proposal addresses specific local open space and recreation facility needs, the amount of public input and support during the planning process, consistency of the proposal with existing state and local planning objectives, and project quality. The narrative portion of the Green Acres application is critical to the project ranking process. Therefore, it is important for the narrative to clearly address, *in order*, each factor listed in the Priority System.

PROJECT FUNDING CATEGORIES

For funding purposes, Green Acres categorizes projects as follows:

STANDARD ACQUISITION

This category is for acquisition projects undertaken by municipalities and counties that do not yet have an open space tax. Projects in this category are eligible to receive assistance in the form of a Green Acres 25% matching grant and, if available, a Green Acres loan. Green Acres loans are available at 2% interest, payable over thirty years.

PLANNING INCENTIVE ACQUISITION

This category is open to municipalities and counties that have an open space tax (or a Green Acres-approved alternative) and an adopted Open Space and Recreation Plan approved by Green Acres. Funding is available in the form of a Green Acres 50% matching grant. If your Open Space and Recreation Plan is more than six years old, you must review it as part of the master plan re-examination process and determine what updates, if any, are warranted. Please notify your Green Acres project manager of any plan updates.

Applicants should indicate overall funding needs for our planning purposes, but request only the amount of funding they reasonably expect to *spend in one year*. Appraisals of proposed project sites are not required prior to approval and, in fact, should not be obtained without prior discussions with Green Acres. **Please contact Green Acres for a streamlined Planning Incentive application and additional information.**

Please note that local governments that would like to request additional funding for an **existing** Green Acres Planning Incentive project do not need to submit another application. Instead, these applicants should submit a letter that lists anticipated acquisitions and funding needs for the next year. **Approval of supplemental funding will not be made unless existing balances are contractually committed to an acquisition.**

SITE SPECIFIC INCENTIVE ACQUISITION

This category is for acquisition projects undertaken by municipalities and counties that have an open space tax (or a Green Acres-approved alternative) but do not yet have an Open Space and Recreation Plan approved by Green Acres. Projects in this category are eligible to receive assistance in the form of a Green Acres 50% matching grant and, if available, a Green Acres loan (2% interest rate, payable over thirty years). Applicants under this category must submit a Green Acres application for each parcel they would like to purchase.

URBAN AID PROGRAM (ACQUISITION OR DEVELOPMENT)

This category is limited to acquisition and development projects *located in* municipalities eligible to receive state aid pursuant to P.L.1978, c.14 (C.52:27D-178 et seq.). To determine if your municipality qualifies, please see attached list or visit the Department of Community Affairs' web page at www.nj.gov/dca. Funding for Urban Aid acquisition projects is in the form of a 75% matching grant and, subject to available funding, a 25% **zero percent interest** Green Acres loan (payable over thirty years).

For park development projects in Urban Aid municipalities, funding is now available in the form of a 75% matching grant and, subject to available funding, a 25% **zero percent interest** loan (payable over twenty years). Urban park development projects were previously funded with 50% matching grants but the Preserve New Jersey Act increased the ratio. As always, total demand will be weighed against available resources to determine the extent to which proposals can be funded.

OUTDOOR RECREATION DEVELOPMENT (NON-URBAN AID)

Green Acres provides funding for the development of outdoor recreation facilities in the form of a loan. All non-Urban Aid development loans are at 2% interest, payable over twenty years. For park development projects located in Densely or Highly Populated Municipalities, or sponsored by Highly Populated Counties (see enclosed list), funding is available in the form of a 25% matching grant, with the balance as a loan, subject to available funding. Projects sponsored by Densely Populated Counties (see enclosed list) are eligible for funding in the form of a 50% matching grant, with the balance as a loan, subject to available funding.

Phasing of development proposals is an acceptable means of obtaining Green Acres loans to finance more costly projects. The uncertainty surrounding future resources, however, precludes our ability to guarantee assistance for subsequent phases. Accordingly, phased proposals will be evaluated only on the stage currently subject to funding. When formulating or phasing development proposals, keep in mind that Green Acres projects must result in meaningful outdoor recreation opportunities. Support facilities or other ancillary project elements (i.e., parking lots, site preparation costs, etc.) should be commensurate with the recreational component of any given project or phase.

ELIGIBLE COSTS

For acquisition projects, costs eligible for funding include the cost of acquiring the land as well as other related costs if they are included in the initial request and there are sufficient funds. These include survey, appraisal, title, and preliminary assessment costs associated with an acquisition, provided these reports are prepared in accordance with Green Acres guidelines. The cost to demolish buildings on a site being acquired is eligible for funding up to an established cap. Relocation costs, and costs of well testing done in compliance with the Private Well Testing Act (P.L. 2001, c. 40; N.J.S.A. 58:12A-26 et seq.) also are eligible for funding, if applicable. Incidental costs, individually itemized, associated with the implementation of the acquisition project, including legal, engineering, financial, geological, hydrological, inspection, and other professional services are eligible for reimbursement up to an established cap.

For development projects, the cost of constructing the recreational facilities is eligible for funding, as are other related costs if included in the initial request and if there are sufficient funds. Professional services (e.g., design, engineering, and supervision) up to 13% of the cost of construction, and preliminary assessment costs associated with

the project site are eligible. Other incidental costs related to the development project, including legal, advertising, permit fees, and preliminary planning and engineering necessary for the preparation of the application, are eligible up to an established cap.

APPLICATION REQUIREMENTS

All applicants must advertise and hold a public hearing for the purpose of discussing the proposed project *before* submitting an application to Green Acres. The applicant must publish a notice of the public hearing in the official newspaper of the municipality in which the proposed project is located, and, if the local government unit is a county, also in a newspaper of general interest and circulation. **The hearing must be advertised as a display ad at least 15 days before the hearing.** The advertisements must specifically mention the proposed Green Acres application. The public hearing must be held in the evening and must be conducted by the elected governing body of the local government unit.

For development projects, if the proposed project is located in the Highlands, the Meadowlands, or the Pinelands, the local government unit must meet with the Highlands Council, Meadowlands Commission, or Pinelands Commission, as applicable, to discuss the proposed project prior to applying for Green Acres funding. A letter stating that such a pre-application conference was held, accompanied by a copy of the Commission's/Council's comments on the proposed development project, if any, must be submitted with the application.

Grants and loans obtained through the Green Acres Program are not subject to local government CAP laws. Upon loan approval, the local government unit will be required to pass a capital spending ordinance authorizing two semi-annual repayments to the state. Interest on the loan begins accruing on the date of the first disbursement, with a twenty year (for development projects) or thirty year (for acquisition projects) maximum repayment period.

PROJECT SCHEDULE

There are many things that must be done to successfully acquire land or develop recreational facilities. It is important to adequately plan for each project so that it is completed in a reasonable amount of time. Once approved, Green Acres establishes a project period of no more than two years, during which time the local government unit must meet all procedural requirements, complete the acquisition or development project, and request payment. For Planning Incentive projects, at least one acquisition must be completed during the project period to remain eligible. In addition, significant progress must be made throughout the project period to remain eligible. A proposed project schedule is now required as part of each application to assist you in project planning and to allow Green Acres to evaluate your proposal. Please talk to your Green Acres contact if you do not believe that you can complete the project for which you are applying within that two-year project period. After approval, projects that are not making significant progress or cannot be completed by the end of the project period will be cancelled.

PRELIMINARY SITE ASSESSMENT

Green Acres requires careful review of all proposed project sites for evidence of past use as landfills; hazardous waste production, storage, or disposal sites; or of the adverse effects resulting from such sites in close proximity to proposed public land. This is intended to minimize public liability for site cleanup costs and allows the state and local unit to be reasonably assured that lands acquired or developed with public funds can be used for recreation or conservation purposes without risk to public health.

For this reason, if your application is approved, you will be required to conduct a preliminary site assessment of the project site. Green Acres will provide guidance documents that require adherence to the criteria established by the NJDEP's Technical Requirements for Site Remediation (N.J.A.C. 7:26E-3). Costs normally associated with this professional service are reimbursable as part of an approved and completed Green Acres project, as long as the preliminary assessment is done in accordance with our guidelines.

Green Acres encourages municipalities and counties to reclaim and restore former brownfields sites and transform them into public spaces, such as recreational and natural areas. The Department's Office of Brownfield Reuse has experienced NJDEP case managers who can oversee remediation and revitalization efforts in your community. If you believe your project site qualifies as a brownfield, please discuss this with your Green Acres representative.

NEW STEWARDSHIP GRANTS

The Preserve New Jersey Act made funding available to local governments for stewardship activities, defined as “an activity, which is beyond routine operations and maintenance, undertaken by the State, a local government or qualifying tax exempt nonprofit organization to repair or restore lands acquired for recreation and conservation purposes for the purpose of enhancing or protecting those lands for recreation and conservation purposes.” Green Acres has decided to focus its limited Stewardship funding on natural resource and conservation projects and not active recreation facilities. Local governments seeking to make improvements to recreation facilities (such as ballfields) may apply for Green Acres park development funds. Stewardship funding will be in the form of a 50% matching grant or, for projects in Urban Aid municipalities, 75% matching grants. Applications for stewardship funding can be found at www.nj.gov/dep/greenacres/pdf/launch.html#applications. The deadline for stewardship grant applications also is February 15, 2017. Green Acres staff is available to discuss the various funding programs/options.

GARDEN STATE GREENWAYS (GSG) AND NJMAP2.COM

Open space and recreation planners have two tools available to aid them in protecting natural, recreational, and historic resources in their communities. Garden State Greenways and NJMAP2 are interactive map-based systems that provide access to data for land preservation planning in New Jersey. GSG and NJMAP2 (the latter which is under development but available for public use and feedback) provide a wide array of map data on natural resources that is essential for open space and recreation planning. Visit www.gardenstategreenways.org and www.NJMAP2.com for more information.

YOUR BASIC RESPONSIBILITIES

Prospective applicants are urged to familiarize themselves with the Green Acres Program rules (N.J.A.C. 7:36-1.1 found at www.nj.gov/dep/greenacres/regs.pdf). The rules are designed to advance Green Acres’ goals of expanding New Jersey’s open space resources and increasing public outdoor recreation opportunities, giving attention to natural resource preservation. Acceptance of Green Acres funds obligates the local government unit to adhere to the program’s requirements, both during the funding process and after a project is complete.

Most notably, Green Acres rules state that a local government unit that receives Green Acres funding cannot convey, dispose of, or divert to a use for other than recreation and conservation purposes any lands already held by the local government unit for those purposes at the time of receipt of Green Acres funding. The local government unit is required to list such lands on the Recreation and Open Space Inventory (ROSI), which is part of an application for Green Acres funding. If the application is approved, the ROSI will become part of the project agreement between the local government unit and the State, and will be recorded by the local government unit after it receives a disbursement of Green Acres funding.

Prior to accepting our funding, local governments should familiarize themselves with the requirements for maintenance and operation of Green Acres encumbered parkland at N.J.A.C. 7:36-25, including:

1. Sites funded by Green Acres must be open to the public without discrimination or exclusion based on residency.
2. Scheduling the use of facilities at directly funded sites is allowable, provided that such programmed uses are not exclusive or discriminatory and that adequate provisions are made for daily or non-scheduled use.
3. Fees for use of directly funded sites are allowable. Differential fees for use by non-residents may also be charged but must be discussed with Green Acres to ensure equity for all New Jersey residents. All revenues derived from use or operation of directly funded sites must be employed for the operation, maintenance, or capital expenses of either that facility or the park and recreation system as a whole.
4. Structures being acquired or developed with Green Acres funding must be used exclusively in support of outdoor recreation and conservation purposes. This condition will be included in the project agreement if the project is approved. Many compliance problems result from the use of such structures for ineligible purposes. To avoid such problems, local governments must discuss proposed future uses of structures with Green Acres, both during and after the funding process, to ensure that such uses are allowable.

LOCAL ASSISTANCE PROGRAM APPLICATION FORM

Complete and submit with **all required attachments** to:

NJDEP Green Acres Program

Mail Code 501-01

P.O. Box 420

Trenton, NJ 08625-0420

Contact: (609) 984-0500

For G.A. Use Only

Date Rec'd: _____

Application No. _____

**APPLICATION MATERIALS SHOULD BE SUBMITTED ON PAPER (ONE COPY) AND ELECTRONICALLY
(VIA EMAIL IF FILE SIZE IS SMALLER THAN 25 MB, OR VIA DISK, IF LARGER THAN 25 MB.)**

PROJECT INFORMATION

Project Title _____

Location of site _____

Municipality(ies) _____ **County** _____

Street(s) _____

Block(s) and Lot(s) (attach additional pages, if necessary) _____

Size of site to be acquired or developed: ____ acres **(Please provide breakdown by property if application covers multiple properties.)**

Type of Application:

Acquisition: Standard ____ or Site-Specific ____ or Urban Aid ____

Will land be acquired ____ *in fee simple* or ____ *easement*?

Development: Standard ____ or Highly/Densely Populated ____ or Urban Aid ____

Is land *owned by* ____ or *leased to** ____ Local Unit

(*Minimum 25-year lease must be provided upon project approval. Letter from landowner agreeing to do so must be submitted with application. Lease is subject to Green Acres' approval.)

State Legislative District (of project site) _____ **Congressional District** (of project site) _____

Total Estimated Cost of Project:

Land Acquisition:

Land \$ _____

Survey \$ _____

Appraisal \$ _____

Preliminary assessment \$ _____

Title \$ _____

Demolition* \$ _____

Other related costs (itemized) \$ _____

Total project cost \$ _____

Total request this round \$ _____

Park Development:

Construction \$ _____

Professional services
(up to 13% of construction) \$ _____

Preliminary assessment \$ _____

Other related costs (itemized) \$ _____

Total project cost \$ _____

Total request this round \$ _____

* Demolition and incidental costs will be limited to established caps.

Estimated yearly operating/maintenance expenses after acquisition or development \$ _____

Have there been previous loans/grants related to this property?

_____ Yes _____ No If yes, explain: _____

Is the property listed on the New Jersey Register of Historic Places? _____ Yes _____ No

(If yes, additional coordination with the NJDEP's Office of Historic Preservation will be required, depending on the potential impact to the listed property. Please see www.nj.gov/dep/hpo/2protection/njrreview.htm for more details.)

Is the project site a current or former landfill site, known or suspected hazardous waste site, or adjacent to (or affected by) such sites?

_____ Yes _____ No. If yes, explain: _____

For acquisition projects, has the project site been identified by a municipality or otherwise designated for use in meeting municipal fair share low and moderate income housing obligations under the Fair Housing Act of 1985 (N.J.S.A. 52:27D-301)?

_____ Yes _____ No If yes, please describe the alternative to meeting such obligations:

For municipal projects, has the municipality achieved an **approved petition for plan endorsement** or, for a municipality in the Pinelands, received certification from the Pinelands Commission that its master plan and land use ordinances or regulations are consistent with the minimum standards of the Pinelands Comprehensive Management Plan, pursuant to N.J.A.C. 7:50-3 Part II or IV, as applicable?

_____ Yes _____ No If yes, please submit verification.

Current Community Profile: Area _____ (square miles)

Population _____ Year _____ Population per square mile _____

Project description (Please describe, in detail, the scope of project, existing land use, physical characteristics, short and long term plans for site, etc. This description will enable us to determine if your proposed project is eligible for funding. Attach additional sheets, if necessary.)

APPLICANT INFORMATION

Project Sponsor:

Name of Local Unit _____

Address _____

City _____ State _____ Zip _____

Chief Executive Officer _____

Telephone () _____

Applicant's federal identification number as assigned by IRS: _____

Person having day-to-day responsibility for this application:

Name _____ Title _____

Address _____

City: _____ State _____ Zip Code _____

Telephone () _____ extension _____ Fax Number () _____

E-mail address _____

Signature: _____ Date: _____

I, _____ (name of authorized official), hereby certify that the information provided within this Green Acres Program Application Form is complete and true.

Date

**Signature of official authorized to submit application
as per attached Governing Body Enabling Resolution**

DEVELOPMENT APPLICATION ATTACHMENTS CHECK LIST

**APPLICATION MATERIALS SHOULD BE SUBMITTED ON PAPER (ONE COPY) AND ELECTRONICALLY
(VIA EMAIL IF FILE SIZE IS SMALLER THAN 25 MB, OR VIA DISK, IF LARGER THAN 25 MB.)**

NOTE: This checklist should be returned with your completed application. If any items are not applicable, please indicate with 'N/A' next to that item.

1. _____ Application Form: Are all questions answered? Is form signed?
2. _____ Governing Body Resolution (the enclosed form must be used)
3. _____ Units and quantities cost estimate, prepared and signed by an authorized, licensed professional
4. _____ Project schedule. Please see attached *Things To Be Done* list and state when you anticipate addressing/completing each item.
5. _____ Recreation & Open Space Inventory (ROSI) submissions:
 - _____ a. ROSI form (Link found on Page 24.)
 - _____ b. Official map of local unit, keyed to ROSI
 - _____ c. Current tax maps that show each parcel of parkland listed on local unit's ROSI. Each such parcel must be clearly outlined in distinctively colored ink. (**If these maps were previously submitted and remain unchanged, please contact your Green Acres representative regarding a waiver.)
6. _____ Narrative description of proposal (must address, *in order*, each applicable factor contained in the enclosed Local Project Priority System.)
7. _____ Site specific mapping:
 - _____ a. Site location on legible street map
 - _____ b. Tax map outlining boundaries of site to be developed
 - _____ c. Existing property survey (if available)
8. _____ Environmental Assessment (instructions enclosed)
9. _____ Conceptual Site Plan. Plans should be prepared by an authorized, licensed professional. Site plans should clearly identify all proposed facilities, any existing facilities and improvements, and any areas of proposed tree clearing.
10. _____ Copy of irrevocable property lease or use agreement (if applicable). Lease term must be 25 years from anticipated date of project commencement to ensure term of public use of facilities.
11. _____ Proof of publication for the public hearing advertisement. Green Acres application must be mentioned in the advertisement. (See Application Requirements for more details.)
12. _____ Minutes from public hearing
13. _____ Photographs of the site (digital images and/or prints)
14. _____ Letters of support (see Priority System Factor #5)
15. _____ Letters from municipal **and** county planning boards describing how project is specifically consistent with appropriate Master Plan (see Priority System Factor #5).
16. _____ List of all applicable permits that may be required for the project. Applicants with projects requiring permits, grants, or other approvals must contact all applicable permitting agencies to secure permit information and application materials prior to the submission of a Green Acres application. Evidence of having met this requirement must be provided with the application. Technical assistance from Green Acres is available upon request.
17. _____ Letter verifying pre-application conference with the Highlands Council, Meadowlands Commission, or Pinelands Commission, if applicable, including the Council/Commission's comments on the proposed development project.
18. _____ Breakdown of annual operating/maintenance expenses after development of site
19. _____ Conceptual floor plan that indicates the proposed use of any structure to be developed. All structures must be used in support of outdoor recreation and conservation purposes.

ACQUISITION APPLICATION ATTACHMENTS CHECK LIST

**APPLICATION MATERIALS SHOULD BE SUBMITTED ON PAPER (ONE COPY) AND ELECTRONICALLY
(VIA EMAIL IF FILE SIZE IS LESS THAN 25 MB, OR VIA DISK, IF MORE THAN 25 MB.)**

NOTE: This checklist should be returned with your completed application. If any items are not applicable, please indicate with 'N/A' next to that item.

1. _____ Application Form: Are all questions answered? Is form signed?
2. _____ Governing Body Resolution (The enclosed form must be used.)
3. _____ Project schedule. Please see attached *Things To Be Done* list and state when you anticipate addressing/completing each item.
4. _____ Recreation & Open Space Inventory (ROSI) submissions:
 _____ a. ROSI form (Link found on Page 24.)
 _____ b. Official map of local unit, keyed to ROSI
 _____ c. Current tax maps that show each parcel of parkland listed on local unit's ROSI. Each such parcel must be clearly outlined in distinctively colored ink. (**If these maps were previously submitted and remain unchanged, please contact your Green Acres representative regarding a waiver.)
5. _____ Site specific mapping:
 _____ a. Project Reference Map (See instructions that follow.)
 _____ b. Site location on legible street map
 _____ c. Tax map outlining boundaries of site to be acquired
 _____ d. Existing property survey (if applicable)
6. _____ Narrative description of proposal (must address, *in order*, each applicable factor contained in the enclosed Local Project Priority System)
7. _____ Proof of publication for the public hearing advertisement. Green Acres application must be mentioned in the advertisement. (See Application Requirements for more details.)
8. _____ Minutes from public hearing
9. _____ Letters of support (see Priority System Factor #5)
10. _____ Letters from municipal **and** county planning boards describing how project is specifically consistent with appropriate master plan (see Priority System #5).
11. _____ Photographs of the site (digital images and/or prints)
12. _____ Breakdown of annual maintenance expenses after acquisition of site

Things to Be Done

Please assume a hypothetical May 1, 2017 project commencement date (subject to change).

Acquisition Projects

Approximate Date

- | | |
|--|-------|
| 1. Meet w/ Green Acres re: beginning appraisals | _____ |
| 2. Submit appraisals to Green Acres | _____ |
| 3. Obtain and submit Preliminary Assessment Report | _____ |
| 4. Sign purchase contract with owner | _____ |
| 5. Obtain and submit survey | _____ |
| 6. Obtain and submit title insurance commitment | _____ |
| 7. Close on property | _____ |
| 8. Submit for final payment | _____ |

Comments: _____

Development Projects:

Approximate Date

- | | |
|---|-------|
| 1. Obtain and submit Preliminary Assessment Report | _____ |
| 2. Design project | _____ |
| 3. Apply for/obtain permits (if necessary) | _____ |
| 4. Submit plans to Green Acres for pre-bid approval | _____ |
| 5. Go out to bid or get quotes (in accordance with the Local
Public Contracts Law) | _____ |
| 6. Award project contract | _____ |
| 7. Begin construction | _____ |
| 8. Complete construction | _____ |
| 9. Submit for final payment | _____ |

Comments: _____

PROJECT REFERENCE MAP CHECKLIST

FOR ACQUISITION PROJECTS ONLY

The “project reference map” is the basis for Green Acres ranking and evaluation and is used by the appraiser(s) in the determination of the parcel’s market value. The minimum size of this map should be 11” x 17” and include the information listed below. Clarity of presentation of data will dictate the actual paper size. One copy of a project reference map is required for all acquisition proposals, but additional copies of this map will be required if the project is approved for funding.

The project reference map can be generated mechanically using cartographic methods, or digitally using autocad or Geographic Information System (GIS) technology. Local units using GIS technology may acquire the georeference required by the Green Acres Program from the NJDEP’s GIS. It is recommended that you provide the map preparer with all available data and documents pertinent to the site (i.e., existing surveys, local unit master plan, etc.) in order to facilitate this mapping process.

This checklist should be returned with your completed application. If any items are not applicable, please indicate with “N/A” next to that item. The following are required elements of the project reference map:

- ___ (a) Project name and location
- ___ (b) Block and lot numbers and municipality (ies) in which the acquisition is located
- ___ (c) Current owner(s) of record (*also indicate adjacent lots under the same ownership*)
- ___ (d) Area given in acreage or square feet
- ___ (e) Dimensions of each lot marked on each perimeter boundary
- ___ (f) Improvements shown in approximate location on parcel
- ___ (g) Acquisition area - if only a portion of the parcel is proposed for acquisition, both the proposed portion and the remaining areas and sizes should be noted.
- ___ (h) North arrow and scale of map. The map scale should be proportional to the size of the site to allow an appraiser to prepare an accurate appraisal
- ___ (i) If located in the Highlands, indicate whether site is in the Planning Area or Preservation Area
- ___ (j) Indicate if purchase will be fee or easement. If easement, and less than full public access is proposed, show public access area. (Extent of public access will affect value and eligibility for Green Acres funding. Please discuss with Green Acres.)
- ___ (k) Location and area of all known existing easements, road rights-of-way, encroachments, dune and beach areas, and similar features, with the source of such information shown;
- ___ (l) Location and area of all streams, rivers, waterbodies, and associated buffers. Any waterbody classified as Category One pursuant to N.J.A.C. 7:9B, and the associated special water resource protection area established pursuant to N.J.A.C. 7:8, must be shown and labeled.
- ___ (m) Location and area of tidelands, available from the Department at www.nj.gov/dep/gis, as determined from New Jersey Tidelands claims maps, conveyance overlays, and atlas sheets;
- ___ (n) Location and area of floodplain, as shown on the New Jersey State Flood Hazard Area maps prepared under the Flood Hazard Area Control Act, N.J.S.A. 58:16A-50 et seq. and available from the DEP Office of Engineering and Construction, Bureau of Dam Safety and Flood Control at www.nj.gov/dep/damsafety/ or as determined from other State or Federal mapping or from a site delineation;
- ___ (o) Location and area of coastal wetlands, as shown on maps prepared by the Department under the Wetlands Act of 1970, N.J.S.A. 13:9A-1 et seq. and available from the Department at www.nj.gov/dep/gis;
- ___ (p) Location and area of freshwater wetlands, available from the Department at www.nj.gov/dep/gis or as determined from:
 - A wetlands delineation, if one exists, verified by the Department's Land Use Regulation Program or its successor;
 - Freshwater wetlands maps prepared by the Department under the Freshwater Wetlands Protection Act, N.J.S.A. 13:9B-1 et seq., if they exist; or
 - If the documents listed under (1) and (2) above do not exist, U.S. Fish and Wildlife Service National Wetlands Inventory (NWI) maps, in conjunction with County Soil Surveys published by the U.S. Department of Agriculture

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GREEN ACRES ENABLING RESOLUTION

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program ("State"), provides loans and/or grants to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition, development, and stewardship of lands for outdoor recreation and conservation purposes; and

WHEREAS, the _____ (*name of applicant*) desires to further the public interest by obtaining funding in the amount of \$_____, in the form of a \$_____ matching grant and, if available, a \$_____ loan, from the State to fund the following project(s): (*describe the project*)_____

_____ at a cost of \$_____ (*project cost*);

NOW, THEREFORE, the governing body/board resolves that _____ (*name of authorized official*) or the successor to the office of _____ (*title of authorized official*) is hereby authorized to:

- (a) make application for such a loan and/or such a grant,
- (b) provide additional application information and furnish such documents as may be required, and
- (c) act as the authorized correspondent of the above named applicant; and

WHEREAS, the State shall determine if the application is complete and in conformance with the scope and intent of the Green Acres Program, and notify the applicant of the amount of the funding award; and

WHEREAS, the applicant is willing to use the State's funds in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the State for the above named project;

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE _____ (*name of legal body or board*)

1. That the _____ (*title of authorized official*) of the above named body or board is hereby authorized to execute an agreement and any amendment thereto with the State known as _____ (*project name*);
2. That the applicant has its matching share of the project, if a match is required, in the amount of \$_____;
3. That, in the event the State's funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;
4. That the applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and
5. That this resolution shall take effect immediately.

CERTIFICATION

I, _____ (*name and title of Secretary or equivalent*) do hereby certify that the foregoing is a true copy of a resolution adopted by _____ (*name of legal body or board*) at a meeting held on the _____ day of _____, _____.

IN WITNESS WHEREOF, I have hereunder set my hand and the official seal of this body this _____ day of _____, _____.

(*name and title of Secretary or equivalent*)

LOCAL GOVERNMENT PROJECT PRIORITY SYSTEM ACQUISITION AND DEVELOPMENT PROJECTS

This priority system is used to evaluate the relative merits of proposed acquisition and development projects. The system is designed to reflect the degree to which proposed projects conform to findings, recommendations and priorities of the New Jersey Statewide Comprehensive Outdoor Recreation Plan, the New Jersey State Development and Redevelopment Plan, and with statewide goals that are consistent with the Preserve New Jersey Act. The system uses a set of factors to evaluate each project's conservation and outdoor recreation features.

NOTE: EACH APPLICABLE FACTOR SHOULD BE ADDRESSED, IN ORDER, IN NARRATIVE FORM.

FACTOR #1 OPEN SPACE NEEDS (Acquisition only)
This factor evaluates the extent to which a proposed acquisition project will satisfy local open space deficits.

- (see table 1)
- a) **Balanced Land Use Deficit.** Up to 5 pts.
This factor takes into consideration the amount of additional open space needed in each municipality or county in order to satisfy the open space goals derived through the balanced land use method.
 - b) **Service Area Needs.** Up to 25 pts.
Because countywide figures do not necessarily represent the needs of a particular community or neighborhood, please discuss the needs of the population to be served. The service area for each project will be defined based on population density and the type and size of the project.

FACTOR #2 SERVICE AREA FACILITY NEEDS (Development only) Up to 20 pts.
Please discuss the needs of the population to be served and evaluate the extent to which the proposed development project will satisfy local recreation facility deficits. The service area for the project will be defined on the basis of population density, scope and type of project, and consideration of the project's relation to an existing redevelopment plan. Facility needs will be based on a comparison of recreational demand and a site specific inventory of recreation facilities for the municipality(ies) in which the project is located (submitted by the applicant).

FACTOR #3 ENVIRONMENTAL PROTECTION (Acquisition only) Up to 3 pts. each
This factor is used to determine to what extent a proposed acquisition meets key conservation and environmental protection goals.

- a) **Lands that are of sufficient size and located so as to:**
 1. Protect critical wildlife habitat;
 2. Enhance or preserve a critical site identified in the State Plan, New Jersey Meadowlands Master Plan, the Pinelands Comprehensive Management Plan, and Highlands Regional Master Plan, as applicable, and or another unique natural area or land type (for example, steep slopes, dunes, beach, wetlands, forest lands);
 3. Provide additions to or link between existing public recreation and/or open space areas;
 4. Support regional open space and/or conservation initiatives, such as shore protection or the preservation of landscape ecology, biodiversity, wildlife corridors and/or greenways; and
 5. Protect documented endangered and/or threatened species habitat.

- b) **Greenways and water resource protection projects**, including forests, shorelines, and stream corridors that are of sufficient size and located so as to:
 - 1. Establish an integral link in an existing or planned local, regional or statewide conservation initiative, or a component of a Wild and Scenic Rivers system under the National Wild and Scenic Rivers Act, 16 U.S.C. § 1271-1287 and/or the New Jersey Wild and Scenic Rivers Act, N.J.S.A. 13:8-45 et seq.;
 - 2. Facilitate water resource protection efforts;
 - 3. Provide significant natural flood protection;
 - 4. Site is a physical or visual buffer between a significant natural resource/feature and development, or provide visual or physical access to the water; and
 - 5. Protect headwaters, tributaries, or corridors of any waterbodies classified as "Category One Waters," pursuant to N.J.A.C. 7:9B, and associated special water resource protection areas established pursuant to N.J.A.C. 7:8, as well as other streams or rivers.

FACTOR #4 **HISTORIC RESOURCE PRESERVATION** (Acquisition only) Up to 3 pts. each
 This factor is used to determine to what extent a proposed acquisition meets key historic resource preservation goals.

- a) If the project is on, contained within, or adjacent to a site included on or eligible for inclusion in the New Jersey Register of Historic Places under N.J.S.A. 13:IB- 15.128 et seq. and/or the National Register of Historic Places under 16 U.S.C. §470 et seq., or is a Critical Historic Site identified in the State Plan, New Jersey Meadowlands Master Plan, Pinelands Comprehensive Management Plan, or Highlands Regional Master Plan, as applicable.
- b) If the project is an historic project that provides an extension or linkage between existing public recreation and/or open space areas.
- c) The degree to which the project is a significant and/or contributing component of an historic district designated as such under N.J.S.A. 13:IB-15.128 et seq.
- d) If the project is part of an ongoing historic preservation or restoration project or historic study or investigation.
- e) The extent to which the project is one with historic integrity of location, design, setting, materials, workmanship, feeling, and association.

FACTOR #5 **PUBLIC PARTICIPATION/SUPPORT/PLANNING** (Acquisition and Development)
 This factor evaluates public involvement and support in the planning process beyond the minimum requirement of a public hearing.

- a) **Support** Up to 5 pts.
 Public support for a project is encouraged and should be demonstrated through letters from the municipal and county planning boards, park agencies, recreation departments, environmental commissions, user groups and the general public.
- b) **Planning** Up to 10 pts.
 Applicants should demonstrate consistency with the New Jersey State Development and Redevelopment Plan (State Plan), New Jersey Meadowlands Master Plan, Pinelands Comprehensive Management Plan, or Highlands Regional Master Plan, as applicable; the New Jersey Statewide Comprehensive Outdoor Recreation Plan; and local and county land use plans, especially open space and recreation elements thereof, as demonstrated in excerpts

from or specific references to such plans in the project application; and whether proof of an approved petition for plan endorsement by the State Planning Commission or, for a local government unit in the Pinelands, certification from the Pinelands Commission that its master plan and land use ordinances or regulations are consistent with the minimum standards of the Pinelands Comprehensive Management Plan, pursuant to N.J.A.C. 7:50-3 Part II or IV, as applicable.

FACTOR #6 PROJECT QUALITY (Acquisition and Development)

This factor evaluates project elements and features.

- a) **Accessibility** (Acquisition and Development) 1 pt. each
The site location:
1. Is close to population centers;
 2. Is accessible by public transportation;
 3. Is accessible by walking and bicycling; or
 4. Creates public access where none exists or where existing access is undeveloped or restricted.
- b) **Recreation Potential** (Acquisition only) Up to 2 pts. each
The site:
1. Is suitable for major outdoor recreation facility development;
 2. Is suitable for the use and/or development of appropriate water dependent recreation activities or facilities;
 3. Represents part of a planned or existing waterfront development or redevelopment plan;
 4. Provides environmental and/or historic interpretive opportunities; or
 5. Improves management or expansion of recreation facilities.
- c) **Water Access** (Acquisition and Development) Up to 6 pts. (see table 2)
This subfactor evaluates the extent to which a project improves needed visual and/or physical public access to water.
- d) **Project Quality** (Development only) Up to 2 pts. each
The proposed project:
1. Includes multiple recreation and conservation purposes;
 2. Uses effective landscaping with native species;
 3. Provides opportunities for various active and passive recreational uses by diverse user groups;
 4. Includes significant plantings of native tree species; and
 5. Minimizes use of impervious surfaces.
- e) **Cost Effectiveness** (Acquisition and Development) Point range: +8, -8
This subfactor evaluates the quality of conservation or recreation opportunities provided by a project in comparison to the anticipated cost. Considerations include:
1. Whether the land is available at lower cost due to bargain sale, easement, donation of land value, or partnerships (acquisition) or donation of labor, equipment, or materials or partnerships (development);
 2. Cost of future operation and maintenance; and
 3. Whether the project site has development approvals from local planning board (Acquisition only).

FACTOR #7	PROJECT PRIORITIES (Acquisition and Development) The following acquisition and development project elements are encouraged:	1 pt. each
	a) Private investment and/or ecotourism potential or public/private sector venture; b) Waterfront development or redevelopment; c) Trails, bike paths, or greenways; d) Historic or archeological resource enhancement or preservation; e) Wildlife habitat protection; f) Multiple uses and provides active and passive recreation opportunities; g) Addition to or the development of a prior Green Acres-funded acquisition or development project; h) Private donation of land, equipment, labor, or cash, etc.; i) Likelihood or threat of private development for other than recreation and conservation purposes. Examples include whether the property is on the market or is the subject of local planning board action, or if any development permits or approvals have been sought for the property (Acquisition only); j) Design and construction that utilizes clean and renewable energy and maximizes energy efficiency (Development only); k) Rehabilitation or redevelopment of an existing recreational facility (Development only); l) Reclamation of a former brownfields site; m) A project undertaken by a municipality in the Highlands that has amended its development regulations in accordance N.J.S.A. 13:20-13 to establish one or more receiving zones for transfer of development potential from a sending zone in the Highlands); and n) A project undertaken by a municipality that has amended its development regulations in accordance with the State Transfer of Development Rights Act (P.L. 2004, c. 2 (N.J.S.A. 40:55D-137 et seq. to establish one or more receiving zones for the transfer of development potential.	
FACTOR #8	FIRST TIME APPLICANT (Acquisition and Development) Applies to a project sponsored by a municipality that previously has not received Green Acres funding.	5 pts.
FACTOR #9	FACILITY DESIGN SENSITIVITY AND SITE SUITABILITY (Development only)	
	a) General recreation facilities The environmental features of the site will be used to determine the design sensitivity of the project. Projects that will have a significant negative impact on the site's natural resources will not be considered. Project design should minimize adverse impacts on the environmentally sensitive features of the site by: <ol style="list-style-type: none"> 1. Locating proposed facilities in already cleared areas, to minimize additional clearing of trees and vegetation; 2. Locating proposed facilities where topography and soil conditions are suitable, to minimize grading, excavation, fill, and drainage of a site; and 3. Retaining, enhancing, or establishing vegetative buffers, or incorporating other site-sensitive techniques, to minimize impacts on sensitive areas such as shellfish beds, beach/dune systems, forests, wetlands, steep slopes, endangered or threatened species habitat, and aquifer recharge areas. 	Up to 2 pts. each
	b) Structures/Buildings For projects involving structures, project is designed and constructed to meet the U.S. Green Building Council's (USGBCs) Leadership in Energy and Environmental Design (LEED™) Green Building	1 point

Rating System for New Construction and Major Renovations Version 2.1. (*For more information on the USGBC's LEED™ System go to www.usgbc.org.*)

For buildings that are too small to qualify for LEED™ certification, project should adhere to similar design principles, including some of the following: the installation of equipment that results in water use reduction; the use of clean energy, renewable energy, and energy efficient technologies; the use of construction materials that include recycled content; and the use of materials that reduce exposure to indoor air contaminants.

TABLE 1
BALANCED LAND USE

<u>County</u>	<u>Municipal Pts</u>	<u>County Pts</u>
Atlantic	1	3
Bergen	1	1
Burlington	4	5
Camden	2	2
Cape May	1	2
Cumberland	5	5
Essex	2	1
Gloucester	4	4
Hudson	2	1
Hunterdon	5	5
Mercer	2	2
Middlesex	3	3
Monmouth	2	3
Morris	1	2
Ocean	3	4
Passaic	1	1
Salem	5	5
Somerset	4	3
Sussex	4	4
Union	3	1
Warren	5	3

TABLE 2
PUBLIC ACCESS TO WATER
Need for Access

<u>Water Body Type</u>	<u>HIGH</u>	<u>MEDIUM</u>	<u>LOW</u>
Ocean	6	5	4
Bay			
River			
Large Lake	5	4	3
Stream			
Lake	4	3	2
Small Stream			
Pond	3	2	1

**NJDEP GREEN ACRES LOCAL ASSISTANCE PROGRAM
PARK DEVELOPMENT APPLICATIONS**

ENVIRONMENTAL ASSESSMENT INSTRUCTIONS

As part of the Green Acres funding proposal, each applicant must collect, evaluate and present pertinent environmental information necessary to ascertain the suitability of the site for the activities proposed. Please review and consider the applicable Landscape Project maps and reports, developed by the Department's Division of Fish and Wildlife, during the preparation of the environmental assessment. Information about the Landscape Project can be found at www.nj.gov/dep/fgw/ensp/landscape or by writing to the Division of Fish & Wildlife, P.O. Box 400, Trenton, New Jersey 08625-0400.

OUTLINE

1. DESCRIPTION OF THE PROPOSED ACTION

- a. Briefly describe the total development project
- b. State objectives of the project
- c. Fully describe multi-phase projects

2. DESCRIPTION OF THE ENVIRONMENT

Describe existing environmental features:

- vegetation
- wildlife
- geology, topography and soils
- water resources/hydrology
- historic/archeological resources
- transportation/access to site
- adjacent land uses/description of the surrounding neighborhood

3. ENVIRONMENTAL IMPACT ANALYSIS OF PROPOSED ACTION

Impacts are defined as direct or indirect changes in the existing environment, whether beneficial or adverse, that are anticipated as a result of the proposed action or related future actions and uses. Any off-site impacts, such as increased traffic on neighborhood roads or increased noise levels in surrounding areas, should be described. Whenever possible, environmental impacts should be quantified (i.e., number of trees to be removed, cubic yards of cut/fill, etc.).

- a. Discuss all affected resources and the significance of each impact
- b. Discuss short term and long term project impacts
- c. Discuss anticipated increase in recreation and overall use of site over time
- d. Identify adjacent environmental features that may be affected by the proposal
- e. List any permits required for project and brief status (i.e., waterfront development)
- f. For development that would impact an undisturbed portion of the project site, the local government unit must submit a Natural Heritage Data Request Form to the DEP's Office of Natural Lands Management (form available at www.nj.gov/dep/parksandforests/natural/heritage/datareq.html or by writing to Natural Heritage Program, PO Box 404, Trenton, New Jersey 08625-0404). **Please discuss (and attach) the results of the search.**

4. ALTERNATIVES TO THE PROPOSED ACTION

- a. Identify alternate sites
- b. Discuss alternate levels and types of development
- c. Compare environmental impacts of each alternative

5. MITIGATING MEASURES

- a. Describe the measures that will be undertaken to mitigate adverse impacts

Densely and Highly Populated Municipalities and Counties

Atlantic

Atlantic City
Egg Harbor Twp
Galloway Twp
Pleasantville City
Ventnor City

Bergen

Bergenfield Borough
Bogota Borough
Cliffside Park Borough
Dumont Borough
Edgewater Borough
Elmwood Park Borough
Englewood City
Fair Lawn Borough
Fairview Borough
Fort Lee Borough
Garfield City
Hackensack City
Hasbrouck Heights Borough
Leonia Borough
Little Ferry Borough
Lodi Borough
Maywood Borough
New Milford Borough
North Arlington Borough
Palisades Park Borough
Ridgefield Park Village
River Edge Borough
Rochelle Park Twp
Rutherford Borough
Saddle Brook Twp
Teaneck Twp
Wallington Borough
Wood-Ridge Borough

Burlington

Evesham Twp
Mount Holly Twp
Mount Laurel Twp
Pemberton Borough
Riverside Twp
Willingboro Twp

Camden

Audubon Borough
Audubon Park Borough
Camden City
Cherry Hill Twp
Collingswood Borough
Gloucester City

Gloucester Twp
Haddon Twp
Lindenwold Borough
Merchantville Borough
Mount Ephraim Borough
Oaklyn Borough
Pennsauken Twp
Winslow Twp
Woodlynne Borough

Cumberland

Bridgeton City
Millville City
Vineland City

Essex

Belleville Twp
Bloomfield Twp
Caldwell Borough
East Orange City
Glen Ridge Borough
Irvington Twp
Maplewood Twp
Montclair Twp
Newark City
Nutley Twp
Orange City Twp
South Orange Village Twp
West Orange Twp

Gloucester

Glassboro Borough
Monroe Twp
Washington Twp
Woodbury City

Hudson

Bayonne City
East Newark Borough
Guttenburg Town
Harrison Town
Hoboken City
Jersey City
Kearny Town
North Bergen Twp
Union City
Weehawken Twp
West New York Town

Mercer

Ewing Twp
Hamilton Twp
Princeton Borough
Trenton City

Middlesex

Carteret Borough
Dunellen Borough
East Brunswick Twp
Edison Twp
Highland Park Borough
Jamesburg Borough
Monroe Twp
New Brunswick City
North Brunswick
Old Bridge Twp
Perth Amboy City
Piscataway Twp
Sayreville Borough
South Amboy City
South Brunswick Twp
South River Borough
Woodbridge Twp

Monmouth

Asbury Park City
Belmar Borough
Bradley Beach Borough
Freehold Borough
Freehold Twp
Highlands Borough
Howell Twp
Keansburg Borough
Keyport Borough
Lake Como Borough
Long Branch City
Manalapan Twp
Marlboro Twp
Middletown Twp
Neptune City Borough
Neptune Twp
Red Bank Borough
Shrewsbury Twp

Morris

Dover Town
Morristown Town
Parsippany Troy
Victory Gardens Borough

Ocean

Berkeley Twp
Brick Twp
Jackson Twp
Lakewood Twp
Manchester Twp
Seaside Heights Borough
Toms River Twp

Passaic

Clifton City
Haledon Borough
Hawthorne Borough
Little Falls Twp
Passaic City
Paterson City
Prospect Park Borough
Wayne Twp

Salem

Penns Grove Twp
Salem City

Somerset

Bound Brook Borough
Bridgewater Twp
Franklin Twp
Hillsborough Twp
North Plainfield
Somerville Borough
South Bound Brook Borough

Union

Elizabeth City
Fanwood Borough
Garwood Borough
Hillside Twp
Linden City
Plainfield City
Rahway City
Roselle Borough
Roselle Park Borough
Union Twp
Winfield Twp

Warren

Phillipsburg Town

Densely Populated Counties

Essex
Hudson
Union

Highly Populated Counties

Bergen
Camden
Mercer
Middlesex
Monmouth
Morris
Passaic

**URBAN AID MUNICIPALITIES
FY 2016**

<u>Municipality</u>	<u>County</u>	<u>Municipality</u>	<u>County</u>
Asbury Park City*	Monmouth	New Brunswick City*	Middlesex
Atlantic City	Atlantic	Newark City	Essex
Bayonne City	Hudson	North Bergen Township	Hudson
Belleville Township	Essex	Old Bridge Township*	Middlesex
Bloomfield Township	Essex Brick	Orange City	Essex
Township*	Ocean	Passaic City	Passaic
Bridgeton City	Cumberland	Paterson City	Passaic
Camden City	Camden	Pemberton Township*	Burlington
Carteret Borough*	Middlesex	Penns Grove Borough*	Salem
Clifton City	Passaic	Pennsauken Township*	Camden
East Orange City	Essex	Perth Amboy City	Middlesex
Elizabeth City	Union	Phillipsburg Town*	Warren
Garfield City	Bergen	Plainfield City	Union
Glassboro Borough*	Gloucester	Pleasantville City	Atlantic
Gloucester City*	Camden	Rahway City*	Union
Gloucester Township*	Camden	Roselle Borough	Union
Hackensack City	Bergen	Salem City*	Salem
Hillside Township	Union	Trenton City	Mercer
Hoboken City*	Hudson	Union City	Hudson
Irvington Township	Essex	Vineland City*	Cumberland
Jersey City	Hudson	Weehawken Township*	Hudson
Kearny Town*	Hudson	West New York Town	Hudson
Lakewood Township*	Ocean	Willingboro Township*	Burlington
Lindenwold Borough*	Camden	Winslow Township	Camden
Lodi Borough	Bergen	Woodbridge Township*	Middlesex
Long Branch City*	Monmouth	Woodbury City*	Gloucester
Millville City*	Cumberland		
Monroe Township*	Gloucester		
Montclair Township*	Essex		
Mount Holly Township*	Burlington		
Neptune City Borough*	Monmouth		
Neptune Township*	Monmouth		

* Meet criteria by budget language

RECREATION AND OPEN SPACE INVENTORY

A local government that receives Green Acres funding is not allowed to convey, dispose of, or divert to a use for other than recreation and conservation purposes (1) any lands (including facilities) funded by Green Acres and/or (2) any lands held by the local government for recreation and conservation purposes at the time of receipt of Green Acres funding. The Recreation and Open Space Inventory (ROSI) is a document compiled by a local government as a master list of those funded and unfunded properties. For purposes of the ROSI, these lands include leasehold interests in parkland and conservation restrictions held by a local government.

The local government is required to submit a ROSI as part of its Green Acres funding application. The ROSI will be reviewed by the Green Acres Project Manager. If the local government has previously received Green Acres funding, the ROSI will be compared against the prior ROSI(s) to make sure there are no errors or omissions. The Project Manager may also have questions about the ROSI based on other available information (tax records, local planning documents, etc.)

If the application is approved, the final version of the ROSI will become part of the Project Agreement between the local government unit and the State. In addition, a Declaration of Encumbrance, including the ROSI, will be recorded by the local government unit with the County Clerk/Registrar after it receives its first disbursement of Green Acres funding. The recording of the Declaration of Encumbrance is intended to provide notice of the Green Acres restrictions on the ROSI lands to title searchers and the general public.

It is extremely important that applicants take the time to produce an accurate ROSI as part of the Green Acres funding application. While our Project Managers will review the draft ROSI, and may have questions or suggestions, the ROSI is an official document of the local government unit that must be approved by your governing body and signed by two qualified local officials. The submission of an incomplete or inaccurate ROSI can delay the approval of your funding application and/or your receipt of Green Acres funding.

The listing of a property on a ROSI is intended to impose a perpetual restriction on the listed properties. Once a property is listed on the ROSI, we can only agree to remove it in the future if you apply for a ROSI amendment, conduct a public hearing and prove that the listing was a “bona fide” error.

The ROSI template is now an Excel Macro Enabled Workbook that may be downloaded from the Green Acres website at <http://www.state.nj.us/dep/greenacres/xls/DeclarationOfEncumbrance.xltm> All pages are set to print in landscape on legal size paper except the Certification page.

Legislative References

N.J.S.A. 13:8A-1 et seq.; N.J.S.A. 13:8A-19 et seq.; N.J.S.A. 8:A-35 et seq., N.J.S.A. 13:8C-1 et seq.; Green Acres Rules: N.J.A.C. 7:36; Federal Land and Water Conservation Fund Act, 16 U.S.C. s. 460; and New Jersey Conservation Restriction and Historic Preservation Restriction Act N.J.S.A. 13:8B-1 et seq.